

The Support Scheme for Renewable Heat

Tariff Scheme

Operations Report

August 2024 Edition

**OPERATIONS REPORT**

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[[1]](#footnote-1), in my capacity as **Director/Partner/Principal** of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_[[2]](#footnote-2) (hereinafter called the “**Applicant**”). The term Applicant shall refer to a sole trader or an individual in the event that the applicant is a sole trader or an individual).

Capitalised terms will have the meaning assigned in the Tariff Scheme Operating Rules and Guidelines (the “**TSORG**”), unless the context otherwise provides.

I hereby declare and confirm to the best of my knowledge, information and belief as follows:

1. that the information contained in the table below is true, accurate and complete:

**FOR BIOMASS HEATING SYSTEMS**

|  |  |  |  |
| --- | --- | --- | --- |
| **ANNUAL OPERATIONS REPORT[[3]](#footnote-3)** | | | |
| Participant reference number | |  | |
| Start date |  | Closing date |  |
| Heat meter reading (start) kWh[[4]](#footnote-4) |  | Heat meter reading (closing) kWh |  |
| Eligible heat (difference in meter readings) | |  | |
| Biomass Fuel type (e.g. pellets, chips, etc) | |  | |
| Opening stock (Kg) | |  | |
| Total deliveries this six months | |  | |
| Closing stock | |  | |
| Total fuel consumed (OS+D-CS) | |  | |
| Calorific value (Eligible Heat kWh / fuel consumed kg) | |  | |
| Submitted by (name) | |  | |

**Please note** that appropriate documentation such as delivery receipts or invoices must be retained for all fuel consumed for a period of 5 years.  Documentation must include evidence of fuel quality and traceability to source.

**OR**

**FOR BIOGAS HEATING SYSTEMS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ANNUAL OPERATIONS REPORT[[5]](#footnote-5)** | | | | | |
| Participant reference number | | |  | | |
| Start date |  | | Closing date |  | |
| Heat meter reading (start) kWh[[6]](#footnote-6) |  | | Heat meter reading (closing) kWh |  | |
| Eligible heat (difference in meter readings) | | |  | | |
| Biogas Fuel type (e.g. bulk delivery, on-site production etc) | | |  | | |
| Biogas meter reading (start)  Kg | |  | Biogas meter reading (closing) Kg | |  |
| Biogas fuel used (difference in meter readings) | | |  | | |
|  | | |  | | |
|  | | |  | | |
| Calorific value (Eligible Heat kWh / fuel consumed kg) | | |  | | |
| Submitted by (name) | | |  | | |
|  |  |  |  |  |  |

**Please note** that appropriate documentation such as delivery receipts or invoices must be retained for all fuel consumed for a period of 5 years.  Documentation must include evidence of fuel quality and traceability to source.

1. that all fuel used to generate Eligible Heat from the Eligible Installation complies with the fuel quality and sustainability requirements detailed in the TSORG, including, but not limited to the following:
2. the heat produced by the Eligible Installation retains a lifecycle of greenhouse gas emissions of less than or equal to 24 gCO2eq/MJ of heat generated; and
3. the biomass or biogas fuel, used by the Eligible Installation, continues to satisfy the specific land criteria.
4. that the supporting documentation, including delivery receipts and invoices, have been retained and are available for inspection by SEAI.

**Signature of Declarant:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date of Signature:**                      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Declarant (block capitals):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Job Title of Declarant (block capitals): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Notes:**

* In circumstances where the Applicant is a body corporate, a director of the Applicant who is duly authorised to make the declaration must complete this declaration. If the Applicant is a sole trader or an individual, the sole trader or the individual must complete this declaration.
* If you have any queries in relation to completing this declaration, please call SEAI on (01) 2484982 or e-mail your query to [ssrh@seai.ie](mailto:ssrhinspections@seai.ie).

1. Please insert name of the person who is making the declaration. [↑](#footnote-ref-1)
2. Please insert the name of the entity on behalf of whom the declaration is being made. If the applicant is a sole trader or an individual, please insert sole trader or individual in this field. [↑](#footnote-ref-2)
3. The period of the Operations Report should align to the applicant’s annual cycle, i.e. the 6 months following the Commencement Date, and every consecutive 6 month period thereafter. [↑](#footnote-ref-3)
4. Opening and closing meter readings must be the appropriate quarterly readings submitted for payment claim purposes expressed in kWh units. These readings may be composite numbers using the site specific approved meter arrangement. [↑](#footnote-ref-4)
5. The period of the Operations Report should align to the applicant’s annual cycle, i.e. the 6 months following the Commencement Date, and every consecutive 6 month period thereafter. [↑](#footnote-ref-5)
6. Opening and closing meter readings must be the readings must be the appropriate quarterly readings submitted for payment claim purposes expressed in kWh units. These readings may be composite numbers using the site specific approved meter arrangement. [↑](#footnote-ref-6)